

DD/3 70.4172

Executive Registry  
70-5149/A

Mr. Absalom F. Jordan  
Communication Committee Chairman  
The Black United Front  
P. O. Box 13102  
Washington, D. C. 20001

Dear Sir:

Your letter of September 12, 1970 requested information concerning purchase and maintenance of our office machines and, in particular, concerned IBM typewriters and dictating equipment and the service thereof.

We do have a preponderance of IBM typewriters and this will continue to be the case based on the careful study of our present and future requirements. The IBM Selectric is the only machine within economic means which meets those requirements. It has an interchangeable type style and is, of course, usable for general correspondence but of far more importance to us it is capable of cable preparation under a system currently in use and is also compatible with existing automatic data equipment. The Federal Property Management Regulation 101-26.409-3 allows exemption from low bid requirements if a purchase is justified on the basis of such factors as special features of one item which are required in effective performance and are not provided in comparable items.

The preponderance of our dictating equipment is other than IBM.

It has been our experience that it is more efficient to service the IBM equipment by contract with IBM than use other available service sources.

Sincerely,

Orig - Adse

1 - DD/S w/cy basic

1 - Asst to DCI (Goodwin) w/basic

✓ 1 - AD/Log w/cy basic

1 - OGC w/cy basic

Joseph C. Goodwin  
Assistant to the Director